Public Speaking (LLC2) Acrobat File

This file contains three separate documents all relating to LLC2, the Public Speaking outcome of Marylhurst University’s Liberal Arts Core.

The three documents are:

1. Two pages describing the various options for meeting outcome LLC2.
2. Three pages relating to the no-credit Public Speaking Outcome Assessment
3. Three pages relating to the credit bearing Public Speaking Course Challenge

The course syllabus is available upon request from the Communication Studies department or Liberal Arts Core

Bookmarks along the left side of your screen should take you directly to each section.

Please contact the Liberal Arts Core program at 503.699.6330 if you have any questions about this information.

LIBERAL ARTS CORE
Flavia Hall, Room 214
17600 Pacific Highway (Hwy. 43)
Marylhurst, OR  97036-0261
Phone: 503.699.6330
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Public Speaking Outcome (LLC2)
Liberal Arts Core - Options

The professional environment demands that people express ideas clearly and confidently. As part of the Liberal Arts Core Program requirements, students are expected to meet the following outcome:

**LLC2 Public Speaking Outcome:** Students will be able to design and deliver clear and purposeful oral messages that consider audience, occasion, and employ effective organization, word choice, and vocal and physical behavior.

Students may meet this outcome in one of the following ways:

**CREDIT OPTIONS**

**Marylhurst Courses**
There are several Marylhurst courses that meet the LLC2 outcome. One or more of these Marylhurst classes are offered every term. For detailed information, refer to the current Marylhurst University Schedule of Courses.

- CCM 220 Speaking to an Audience
- CCM 320 Public Presentations
- CCM 420 Professional Presentations: Advanced Techniques

**Transfer Courses**
The Public Speaking outcome may be met by any transfer course that focuses primarily on techniques of public speaking and delivery of diverse presentations to face-to-face audiences of nine or more listeners. Please see online advising tools at www.marylhurst.edu/liberalartscore/advisingtools for more information or to discuss additional transfer credit options with an academic adviser.

**Course Challenge**
The course challenge process provides a means for students to earn credit for selected Marylhurst course, such as CCM 220. Students must address both the LLC2 Public Speaking outcome, as well as the course specific outcomes. The cost is $657.00 (3 credits @ $219 per undergraduate course challenge fee). For additional information, including a fact sheet on how to complete a course challenge, contact the Liberal Arts Core program at 503.699.6330.

**Credit by Examination or Prior Learning Assessment (PLA) Program**
Students wishing to receive credit for existing knowledge in Public Speaking have two options available to them. Fees associated with both options are posted in each term’s Marylhurst University Schedule of Courses.

- The DSST (DANTES) test, *Principles of Public Speaking*, is a standardized, untimed, multiple-choice exam that also requires a timed, impromptu persuasive speech of approximately four minutes. It covers the same kind of information taught in a public speaking class such as CCM 320. Students who meet Marylhurst’s minimum passing score earn 4.5 lower-division credits. For additional information, including registration procedures, test dates, and study guides, contact the Center for Experiential Learning & Assessment at 503.699.6260. (Please see other side.)
• Students enrolled in Marylhurst’s Prior Learning Assessment (PLA) program may be able to demonstrate their learning in computer literacy as part of the portfolio development process. Students considering this option should discuss it with their PLA instructor. For information about PLA, please contact the Center for Experiential Learning & Assessment at 503.699.6260.

NON-CREDIT OPTION

**LLC2 Public Speaking Outcome Assessment:** This is a non-credit option for meeting the LLC1 requirement. The cost is $50.00. For additional information, including submission form and fact sheet on how to complete the LLC1 Outcome Assessment, contact the Liberal Arts Core Program at 503.699.6330. Registration and payment is required by the deadline posted in the current *Marylhurst University Schedule of Courses*. Students must receive a Pass to meet LLC2; no additional coursework is necessary. Students do not receive credit for a Pass. Students who do not pass on the first submission may resubmit once. Submissions may not be made in consecutive terms. Students who receive two No Pass marks must register for and complete a course that meets the LLC2 Public Speaking outcome of the Liberal Arts Core.

LIBERAL ARTS CORE PROGRAM INFORMATION

Students are encouraged to complete the LLC2 Public Speaking Outcome Assessment as early in their degree as practical. All LAC outcome assessments should be completed at least one term before the student’s term of graduation.
The Public Speaking Outcome Assessment (LLC2) should be completed at least one term before the student’s term of graduation. Students must receive a Pass to meet LLC2; no additional coursework is necessary. Students do not receive credit for a Pass. Students who do not pass the first submission may resubmit once. Submissions may not be made in consecutive terms. Please see reverse side on How to Complete LLC2 Outcome Assessment for details and expectations of materials to include with submission. This form requires your advisor’s signature.

Name__________________________________________Date___________________________________

Primary Telephone_______________________________Marylhurst ID#___________________________

Email___________________________________________

Major__________________________________________Adviser______________________________

Adviser Signature________________________________Date____________________________________

Checklist of materials to be included with submission of Public Speaking Outcome Assessment:

- Sources of learning (trainings attended, books read, professional and/or personal experience, etc.).
- A paper describing acquired knowledge.
- Documentation of speaking experiences (recordings, visual aids, testimonials, certificates, DSST (DANTES) scores, completion of CCM 335).

Cost of the Public Speaking Outcome Assessment is $50. Please make checks payable to Marylhurst University. Return this form with payment to the Liberal Arts Core program by the submission deadline posted in the current Marylhurst University Schedule of Courses.

For further information, contact Department of Communication Studies at 503.699.6269 (email: communicationstudies@marylhurst.edu); or the Liberal Arts Core program at 503.699.6330 (email: liberalarts@marylhurst.edu).
How to Complete Outcome Assessment
Public Speaking (LLC2)

LLC2 Public Speaking Outcome: Students will be able to design and deliver clear and purposeful oral messages that consider audience, occasion, and employ effective organization, word choice, and vocal and physical behavior.

This handout is designed to assist students who believe they can meet LLC2, the Liberal Arts Core Public Speaking Outcome, without instruction from university faculty or additional coursework and provides information about the materials needed for inclusion with the submission form.

Eligible submission must meet the following criteria:
- Declaration of sources of learning.
- Description of experience in public speaking.
- Physical artifacts of speaking experiences.

Please submit the following with the LLC2 submission form.

1. Sources of Learning
   Indicate your source(s) of learning relevant to the LLC2 learning outcome. In other words, tell how you’ve come to know concepts and skills involved in public speaking. It is most helpful to identify reading or training sources that have contributed to your understanding of how to design and deliver effective public presentations. (For concise summary of relevant learning outcomes, please refer to the Public Speaking Concepts and Skills handout available from the Communication Studies department.)

2. Paper Demonstrating Acquired Knowledge
   Support your claims by demonstrating your applied learning in a brief written description of various experiences you have had with public presentations before “live” audiences. In addition to specifying the frequency of your speaking, characterize the range of different types of presentations, purposes and audiences you’ve dealt with as well as your judgment of the effectiveness of these presentations. It should be clear from your written summary what you believe your strongest skills are and in what areas you seek to improve.

3. Documentation of Speaking Experiences
   In addition to your written description, select some physical artifacts of your speaking experiences for our review, to include some combination of the following:
   - videotape or audiotape of a recent presentation;
   - visual supports, notes, outline or accompanying PowerPoint files;
   - messages of appreciation or written feedback from individual audience members, sponsors, clients, students or supervisors;
   - training certificates, seminar notes, or other evidence of opportunities to learn;
   - a passing grade from CCM 335 Communication Anxiety; or
   - test score reports from a “failed” DSST (DANTES) examination on Public Speaking (or equivalent objective measures of public speaking knowledge and skill).

Liberal Arts Core Program Information
Students are encouraged to complete the LLC2 Public Speaking Outcome Assessment as early in their degree as practical. All LAC outcome assessments should be completed at least one term before the student’s term of graduation. Students must receive a Pass to meet LLC2; no additional coursework is necessary. Students do not receive credit for a Pass. Students who do not pass the first submission may resubmit once. Submissions may not be made in consecutive terms. Students who receive two No Pass marks must register for and complete a course that meets the LLC2 Public Speaking outcome of the Liberal Arts Core.
Speaking to an Audience
Course Challenge (CCM 220)

Students who believe they possess the knowledge and skills covered in CCM 220, the 3-credit Speaking to an Audience course, have the option of "challenging" it. This handout outlines the standard procedure and fees for the course challenge.

Students pursuing the CCM 220 course challenge should consider the following:

Course Syllabus
Students should obtain a current syllabus for CCM 220 from the Department of Communication Studies. Please review this and be sure you are comfortable with the learning outcomes stated on the syllabus.

Course Challenge Agreement Form
To register for the course challenge students need to complete a Course Challenge Agreement form, available online at http://www.marylhurst.edu/registrar/regforms.php or from the Office of the Registrar or the Liberal Arts Core Program (LAC) office. This form needs several signatures; the Liberal Arts Core program will direct you to the appropriate individuals.

Fees
The cost for a course challenge of CCM 220 is $657 (3 credits @ $219 per credit undergraduate course challenge fee).

Course Challenge Materials
To complete the course challenge for CCM 220 students should submit the written materials and supporting documentation to the LAC office, Flavia 214. The Liberal Arts Core Program will inform you when your CCM 220 course challenge has been evaluated and is ready for pick up.

Liberal Arts Core Program Information
Students are encouraged to complete the CCM 220 course challenge as early in their degree as practical. It should be completed at least one term before the student’s term of graduation. Students who do not pass a CCM 220 course challenge may resubmit once. Submissions may not be made in consecutive terms. Students who receive two No Pass marks must register for and complete a course that meets the LLC2 Public Speaking outcome of the Liberal Arts Core Program.

Academic Policies: Course Challenges
Any existing undergraduate course that is listed in the University Catalog may be challenged with the permission of the chair of the department offering the course. Students who successfully challenge a course earn Marylhurst residency credits and the course is recorded on the transcript. Course challenges are graded Pass/No Pass only. Courses in which the student has previously been enrolled at Marylhurst University and has received any grade (including W, Y, I, or AU) cannot be challenged. Repeatable courses can be challenged only once. Students can challenge a maximum of 9 credits. (Marylhurst Catalog)
Material for Speaking to an Audience
Course Challenge

For students completing a course challenge of CCM 220 Speaking to an Audience, this handout provides guidelines for assembling the submission packet.

The submission packet should contain the following three sections:

Sources of Learning
Indicate your source(s) of learning relevant to the LLC2 Listening & Speaking learning outcome. In other words, tell how you’ve come to know concepts and skills involved in public speaking. It is most helpful to identify reading or training sources that have contributed to your understanding of how to design and deliver effective public presentations. [For concise summary of relevant learning outcomes, please refer to the attached Public Speaking Concepts and Skills handout.]

Paper Demonstrating Acquired Knowledge
Support your claims by demonstrating your applied learning in a brief written description of various experiences you have had with public presentations before “live” audiences. In addition to specifying the frequency of your speaking, characterize the range of different types of presentations, purposes and audiences you’ve dealt with as well as your judgment of the effectiveness of these presentations. It should be clear from your written summary what you believe your strongest skills are and in what areas you seek to improve.

The outcomes that should be addressed in this paper include:

- Formulate ideas and express them with clarity and accuracy in both written and oral communication.
- Demonstrate effective communication skills in at least two settings.

Documentation of Speaking Experiences
In addition to your written description, select some physical artifacts of your speaking experiences for our review, to include some combination of the following:

- videotape or audiotape of a recent presentation;
- visual supports, notes, outline or accompanying PowerPoint files;
- messages of appreciation or written feedback from individual audience members, sponsors, clients, students or supervisors;
- training certificates, seminar notes, or other evidence of opportunities to learn;
- a passing grade from CCM 335 Communication Anxiety;
- test score reports from a “failed” DSST (DANTES) examination on Public Speaking (or equivalent objective measures of public speaking knowledge and skill).
### Public Speaking Concepts and Skills

| Recall, explain and utilize basic concepts of public speaking and their application to real speaking situations. | Specifically, students will be able to identify and explain:  
- audience characteristics and attitude, why they matter and how they may impact the effect of the communication.  
- speaker characteristics and mindset and how they may contribute to or detract from the intended effect of the communication.  
- situational characteristics and how they may contribute or detract from the intended effect of the communication.  
- message characteristics — including purpose[s], organization, substance, wording, visual supports and delivery — and how they may be skillfully combined to produce an intended result in the audience.  
- step-by-step preparation/planning procedures "from determining speaking purpose/outcome through rehearsal and evaluation of effectiveness — and how they may contribute to confidence and effectiveness. |
| Design and deliver clear, interesting, organized and purposeful messages to real audiences. | Specifically, students will be able to:  
- recognize and respond to key characteristics of specific audiences at every step in designing and delivering each oral message;  
- select and narrow topic based on purpose, setting and time frame;  
- locate and select appropriate support materials and incorporate research to support and strengthen speech points;  
- follow a recognizable pattern of effective organization;  
- carefully choose and use words in service of clarity, audience interest and/or memorability of points;  
- effective use of visual supports (including PowerPoint or other presentation support software);  
- use vocal and physical behavior that supports the purpose(s) and meaning of the verbal message;  
- control the potential negative impact of stage fright or stress through reliance on a plan of preparation, audience analysis, positive rehearsal and responsiveness to others’ feedback;  
- connect with the audience (through use of appropriate examples and stories, eye contact, facial and vocal expression, body movement and gestures;  
- assess the effectiveness of a particular speech based on observation and direct feedback;  
- assess one’s general strengths as an oral communicator and establish realistic goals and processes for improving speaking skills. |